

Come work at CDSS where . . .

People come First!

Would you like to be part of an innovative driven team?

Do you want a profession that is
meaningful and impacts the lives of people?

You can.

**At the California Department of Social Services,
Estimates and Research Services Branch,
Fiscal Policy Bureau**

Staff Services Manager I

EMPLOYMENT OPPORTUNITY

The Fiscal Policy Bureau is a small, but vital organization within the Estimates and Research Services Branch (ERSB) looking for a highly motivated, self-directed individual.

Under the general direction of the Bureau Chief, the SSM I directly supervises staff in a unit that is responsible for the analysis, development and implementation of fiscal policies that support budget development and program design for all programs within the department. The SSM I also acts as project manager for special assignments that require the combined expertise of various units within the bureau and from other organizations in the department.

The SSM I has frequent contact with: other departmental analysts and managers, including Executive staff, regarding program and fiscal related issues; county welfare department staff regarding fiscal policy inquiries; federal agencies, such as the Administration of Children and Families, Region IX; and other state and county agencies. Communication is both written and verbal and may involve information requests, resolution of problems, settlement negotiation, and clarification of policy from a program, fiscal and/or personnel perspective.

This position requires strong supervision, communication, and interpersonal skills. Travel is required as necessary to provide technical assistance and support, conduct training (to state, CWD and tribal staff), and county monitoring. The SSM I is the acknowledged program expert of the bureau's operations.

Applications will be screened and based on experience and desired qualifications, the most qualified will be scheduled for an interview. All appointments are subject to SROA/Surplus provisions.

Final File Date: June 17, 2010

If you are interested and would like to be part of the CDSS mission to make a difference in the life of a child, a family or an elderly person, please submit your application to:

Contact Information: Jan Bezore
(916) 657-1668
744 P Street, M.S. 8-10-100
Sacramento, CA 95814

